



DEPARTMENT OF BOATING AND WATERWAYS JOB OPPORTUNITY

SENIOR CIVIL ENGINEER

FINAL FILING DATE: UNTIL FILLED

SALARY: \$7,377 - \$8,965 per month

TYPE OF APPOINTMENT: Permanent/Full Time

LOCATION: Dept. of Boating and Waterways

Boating Facilities Division

2000 Evergreen Street, Suite 100

Sacramento, CA 95815-3888

FREE PARKING AT THIS LOCATION!

DUTIES: This position reports to the Supervising Civil Engineer and involves the following responsibilities:

- **SUPERVISE THE PREPARATION OF CONTRACT PLANS AND SPECIFICATIONS**
Plan the work and train and direct a staff of engineers in the design and preparation of plans, specifications and estimates for a variety of engineering projects constructed in state, city, county and regional parks.
 - Plan and direct field surveys for engineering projects.
 - Perform the more difficult phases of the work.
 - Develop and update procedures for preparing plans and specifications.
 - Develop and update standard engineering designs and formats.
- **SUPERVISE THE PREPARATION OF PLANNING, BUDGET AND TECHNICAL REPORTS AND DOCUMENTS**
Plan the work and direct staff in the preparation of project concept plans, technical reports and cost estimates for future year budgets or future boat launching facility projects.
 - Perform research work and cost analyses.
 - Develop project concept layout plans.
 - Prepare budget documents and reports.
- **PERFORM STAFF SUPERVISORY DUTIES**
Conduct or participate in work scheduling, performance evaluations, leave approvals, personnel selection, work review, transfer, reassignment, training, priority setting and the development of office and field procedures.
- **SUPERVISE THE INSPECTION OF ENGINEERING CONSTRUCTION**
Supervise a staff of engineers in the inspection of engineering construction projects.
Develop and update procedures for construction bidding, inspection and payment.
- **SUPERVISE ENGINEERING OVERSIGHT OF WORK DONE BY OTHERS**
Supervise a staff of engineers responsible for providing engineering oversight of consulting engineers hired to design and construct recreational boating facilities through our statewide local assistance program.
- **ATTEND MEETINGS AND MAKE PRESENTATIONS**
Attend and participate in governmental and public meetings, task forces, workgroups and workshops.
Make project scope presentations to Department management and the Boating and Waterways Commission.

DESIRABLE QUALIFICATIONS: Supervisory experience; experience in surveying and the preparation of plans and specifications, conceptual layouts, cost estimates, project scheduling, bidding, contracting, construction inspection, CEQA and construction permit applications, and budget documents. Knowledge and experience in AutoCAD LDD or Civil 3D, MS Word, MS Excel, MS Project, the California Building Code and ADA. For all applicants: good oral/written communication skills; availability for overnight travel via car and airline; ability to work well with others; interest in recreational boating.

WHO MAY APPLY: Applications will be accepted from current state employees at the Senior Civil Engineer level, individuals who have list eligibility and are reachable (within the top 3 ranks), or those seeking reinstatement. All applications will be reviewed; however, only the most qualified candidates will be interviewed. ***All applicants must clearly indicate the basis of their eligibility (i.e., reinstatement, transfer, or list eligibility) on the state application.*** ALL APPOINTMENTS ARE SUBJECT TO THE STATE RESTRICTION OF APPOINTMENT (SROA) PROVISIONS

This position has been designated in the Department's Conflict of Interest Code under Category 2. Therefore the successful candidate must file a Form 700 (Statement of Economic Interests) upon appointment and annually thereafter.

CONTACT: Steve Watanabe, Supervising Civil Engineer at (916) 263-8147 e-mail: swatanabe@dbw.ca.gov

HOW TO APPLY: Please send a completed standard State application (Std. 678) and resume to:

Department of Boating and Waterways

Personnel Office

2000 Evergreen Street, Suite 100

Sacramento, CA. 95815-3888

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, civil service rules, and the special trust placed in public servants. An affirmative action employer – equal to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.